



COMMUNITY SERVICES COMMISSION

Barbara Cardillo, Chair
Leslie Alexander
Christine Currie
Anita Wolf
Yiran (Jimmy) Zhang

Susan Gomez, Vice Chair
Toni Blackstock
Nancy Marcus
Leena Iyar

TOWN OF LOS GATOS COMMUNITY SERVICES COMMISSION PUBLIC HEARING MEETING

**MARCH 6, 2008
5:00 P.M.**

**208 East Main Street, Room 208
Neighborhood Center (Upstairs)
Los Gatos, California**

PARTICIPATION IN THE PUBLIC PROCESS

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item NOT on the agenda, you may do so during the "Verbal Communications" period. The time allocated to speakers may change to better facilitate the Community Services Commission meeting.

The purpose of the Community Services Commission meeting is to conduct the business of the community in an effective and efficient manner. This is done by following meeting guidelines set forth in State law and in the Town Code. Conduct which is considered disruptive during Community Services Commission meetings include, but is not limited to:

- Addressing the Community Services Commission without first being recognized;
- Interrupting speakers, Community Services Commission members, and Town staff;
- Continuing to speak after the allotted time has expired;
- Failing to relinquish the podium when directed to do so; and
- Repetitiously addressing the same subject.

For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Community Services Commission meetings and treat everyone with respect and dignity.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (408) 354-6888. Notification 48 Hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting. [28 CFR 35, 102-35.104]

**COMMUNITY SERVICES COMMISSION
MARCH 6, 2008 AGENDA, PAGE 2**

1. ROLL CALL

- 1.1 Introductions

2. MINUTES

- 2.1 Approval of February 7, 2008 Minutes (Attachment 1)

3. COMMUNICATIONS

(Three minute time limit per speaker for subjects not on agenda.)

- 3.1 Verbal

- 3.2 Written

4. COMMITTEE REPORTS

- 4.1 Consider the allocation of Community Grant funds for Fiscal Year 2008-09, including: (Attachment 2)

- Open and hold public hearing;
- Close the public hearing;
- Adopt a recommendation to the Town Council that it allocate FY 2008/09 General Fund Human Services grants as shown in Exhibit A;
- Adopt a recommendation to the Town Council that it adopt a resolution allocating Community Development Block Grant funds for fiscal year 2008/09 as shown in Exhibit B.

- 4.2 Steering Committee: Council/Commission Retreat (Cardillo)

- 4.3 Disaster Preparedness/CERT Activities: Informational Report (Cardillo)

5. LIAISON REPORTS: Informational Reports

- 5.1 General Plan Committee (Cardillo)

- 5.2 County Housing and Community Development; (Gomez)
Citizens Advisory Committee's Orientation Meeting

- 5.3 Town Youth Commission (Iyar)

- 5.4 Drug Free Community (Blackstock)

6. OTHER BUSINESS

- 6.1 Community Services Connections: Commissioner Report (Table to April)
6.2 Update on Below Market Price Housing Program

7. ADJOURNMENT

Adjourn to April 3, 2008

ATTACHMENTS:

1. February 7, 2008 Minutes
2. Evaluation Committee Recommendation

ATTENDANCE: Please contact the Commission Chair or the Community Services Department at (408) 354-6888 if you are unable to attend. The current Town Attendance Resolution states that any commissioner who is absent from four regular meetings held in a twelve month period, shall surrender his or her office on the Commission.



MEMORANDUM

COMMUNITY SERVICES DEPARTMENT

To: Community Services Commission
From: Evaluation Committee
Subject: FY 2008/09 Community Grant Allocation Recommendations
Date: February 27, 2008

RECOMMENDATION

Consider the allocation of Community Grant funds for FY 2008/09, including:

1. Open and hold a public hearing;
2. Close the public hearing;
3. Adopt a recommendation to the Town Council that it allocate FY 2008/09 Human Services grants as shown in Exhibit A; and
4. Adopt a recommendation to the Town Council that it adopt a resolution allocating FY 2008/09 Community Development Block Grant funds as shown in Exhibit B.

BACKGROUND

The Community Grant program provides grants to non-profit agencies through General Fund, Community Development Block Grant (CDBG), and other funding sources. Human services and CDBG capital project applications are reviewed by the Community Services Commission for recommendation to the Town Council; the Arts Commission reviews arts, cultural, and educational service agency applications.

This report summarizes the recommendation of the Community Services Commission's Evaluation Committee to the Community Services Commission. At its March 6 meeting, the Community Services Commission will consider this recommendation, and adopt a recommendation to the Town Council. The Town Council will consider the Commission's recommendation at its April 7 meeting.

DISCUSSION

The Town received twelve applications for funding in the Human Services category. Summaries of these applications are attached as Exhibit C. Evaluation Committee members met on February 25 to discuss the services provided by the applicants, the benefit received by Los Gatos residents, and the agencies' funding requests for FY 2008/09.

Funding Recommendation

The members of the Evaluation Committee concur that all of the agencies are meeting the goals of their FY 2007/08 grant contracts and are providing valuable human services to Los Gatos residents. There have been no dramatic changes in the level of service provided by the agencies therefore, given the direction that the Commission maintain a status quo services budget for FY 2008/09, the Committee recommends that all agencies be allocated the same grant amount in FY 2008/09 that they received in FY 2007/08. Additionally, the Committee recommends that the United Way receive funding for the 2-1-1 service from the Community Grants Program. In FY 2007/08, the United Way received a special grant of \$2,500 from the Town but not as part of the Community Grants Program. As with the other grant recipients, the United Way is meeting the goals of their 2007/08 contract and will be providing a valuable service to Los Gatos residents.

Funding for Community Development Block Grant (CDBG) comes ultimately from the federal government. In FY 2008/09, the CDBG grant allocation to the Town will be reduced from the FY 2007/08 amount of \$35,560 to \$32,730. The Committee recommends that agencies receiving CDBG funds be allocated the same amount in FY 2008/09 as they received in FY 2007/08, and that the difference be made up with Town General Fund monies. Because the Town did not receive a request for funding from Emergency Housing Consortium, the impact to the general fund would be \$1,270 to fund all of the Human Services agencies at the same level as FY 2007/08.

The Committee members support the services provided by A Place For Teens and feel that it is a valuable asset to local youth. As such, the Committee would like to respectfully recommend that the Town Council allocate an additional \$2,000 to A Place for Teens bringing their total grant to \$14,000 in FY 2008/09. Due to increased attendance, operating costs related to staffing and professional management of the facility have increased significantly. A Place For Teens contracts with Los Gatos-Saratoga (LGS) Recreation to provide staffing, including the director and part-time staff. In past years, A Place For Teens has paid \$42,000 toward the cost of staff, with the remaining costs being paid by LGS Recreation. In FY 08/09, the new contract with LGS Recreation has increased to \$71,000 to accommodate the additional 10 hours per week of staff time required to keep THE VENUE open for special events and increased attendance. An additional \$2,000 grant is recommended to help offset this increased staffing cost.

CDBG Capital Project Funding Recommendation

The majority of the CDBG money that the Town receives must be used for the provision of affordable housing, eligible capital projects, and eligible administrative expenses. A request received from Senior Housing Solutions has been referred to the Los Gatos Redevelopment Agency (RDA) for consideration. Senior Housing Solutions has already received RDA funding for this project and it is recommended that they seek additional funding for this project from one source so that the entire Town grant may be managed in one place.

The Committee recommends that CDBG Capital Project funds be allocated as shown in Exhibit B. The Town has a contractual obligation of \$20,000 with the County to administer the Urban

County Housing Rehabilitation Program. The remainder of the funding would be used for Americans with Disability Act (ADA) compliance projects at Town facilities, as follows:

- Install curb cuts
- Repair sidewalks as need to make the streets accessible

Should funding for FY 2008/09 be decreased at the federal level, the Committee recommends that the decrease be reflected in the ADA projects so that the Town may meet its contractual obligation to the County.

EXHIBITS

- A. FY 2008/09 Community Grant Program funding recommendation
- B. FY 2008/09 Community Development Block Grant Program funding recommendation
- C. Community Grant Program application summaries

Distribution

A Place For Teens
Catholic Charities/Ombudsman
Cupertino Community Services
Live Oak Adult Day Services
Live Oak Senior Nutrition & Service
Next Door Solutions to Domestic Violence
Parents Helping Parents
SJSU Foundation/The Health Place
Second Harvest Food Bank
Senior Housing Solutions
Support Network for Battered Women
Teen and Family Counseling Center
United Way Silicon Valley
Kevin Rohani, Interim Director of Parks and Public Works

TOWN OF LOS GATOS
COMMUNITY GRANT PROGRAM
FY 2008-2009

| | 2007/08 <u>Allocation</u> | 2008/09 <u>Request</u> | 2008/09 Status Quo <u>Recommend.</u> | 2008/09 Preferred <u>Recommend.</u> |
|--|------------------------------|---------------------------|--|---|
| Grants: General Fund | | | | |
| A Place for Teens | \$ 12,000 | \$ 65,000 | \$ 12,000 | \$ 14,000 |
| Emergency Housing Consortium | \$ 1,574 | \$ - | \$ - | \$ - |
| Live Oak Senior Nutrition & Service Center | \$ 27,456 | \$ 40,000 | \$ 27,460 | \$ 27,460 |
| Next Door Solutions to Domestic Violence | \$ 12,000 | \$ 15,000 | \$ 12,000 | \$ 12,000 |
| Parents Helping Parents | \$ 1,920 | \$ 2,000 | \$ 1,920 | \$ 1,920 |
| SJSU Foundation/The Health Place* | \$ 5,798 | n/a | \$ 8,630 | \$ 8,630 |
| Support Network for Battered Women | \$ 4,800 | \$ 5,500 | \$ 4,800 | \$ 4,800 |
| Teen and Family Counseling Center | \$ 27,044 | \$ 30,000 | \$ 27,050 | \$ 27,050 |
| United Way Silicon Valley | \$ 2,500 | \$ 5,000 | \$ 2,500 | \$ 2,500 |
| Subtotal - General Fund | \$ 95,092 | \$ 162,500 | \$ 96,360 | \$ 98,360 |
| Grants: Community Development Block Grant Program | | | | |
| Catholic Charities/Long Term Care Ombudsman | \$ 7,680 | \$ 8,000 | \$ 7,680 | \$ 7,680 |
| Live Oak Adult Day Services | \$ 12,988 | \$ 13,637 | \$ 12,990 | \$ 12,990 |
| Second Harvest Food Bank | \$ 3,802 | \$ 7,500 | \$ 3,800 | \$ 3,800 |
| SJSU Foundation/Helath Place* | \$ 11,094 | \$ 17,233 | \$ 8,260 | \$ 8,260 |
| Subtotal - CDBG | \$ 35,564 | \$ 46,370 | \$ 32,730 | \$ 32,730 |
| Total Community and CDBG Grants | \$ 130,656 | \$ 208,870 | \$ 129,090 | \$ 131,090 |

*Includes additional grant from GF to make up for difference lost in CDBG funding

EXHIBIT B

**TOWN OF LOS GATOS
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY 2008-2009**

| | 2007/08 Allocation | 2008/09 Request | 2008/09 Eval. Comm. Recommend. |
|---|-------------------------------|----------------------------|---|
| Category I: Public Service | | | |
| Catholic Charities/Long Term Care Ombudsman | \$ 7,680 | \$ 8,000 | \$ 7,680 |
| Live Oak Adult Day Services | \$ 12,988 | \$ 13,637 | \$ 12,990 |
| Second Harvest Food Bank | \$ 3,802 | \$ 7,500 | \$ 3,800 |
| SJSU Foundation/Helath Place | \$ 11,094 | \$ 17,233 | \$ 8,260 |
| Category I Subtotal | \$ 35,564 | \$ 46,370 | \$ 32,730 |
| Category I Cap | | | \$ 32,730 |
| Category II: Housing & Other | | | |
| Senior Housing Solutions | \$ - | \$ 105,000 | \$ - |
| Town ADA Projects | \$ 41,500 | \$ - | \$ 50,484 |
| Housing Rehab Admin | \$ 26,026 | \$ - | \$ - |
| Urban County Rehab Services | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| Category II Subtotal | \$ 87,526 | \$ 125,000 | |
| Category II Cap | | | \$ 70,484 |
| Administration | | | |
| General Administration | \$ 15,000 | \$ 15,000 | \$ 15,000 |
| Administration Subtotal | \$ 15,000 | \$ 15,000 | \$ 15,000 |
| Administration Cap | \$ 15,000 | \$ 15,000 | \$ 15,000 |
| TOTAL ALLOCATIONS | | | |
| Total Cap | \$ 138,090 | | \$ 118,214 |